

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, August 17, 2004

The Brookings County Board of County Commissioners met in regular session on Tuesday, August 17, 2004, with the following members present: Deanna Santema, Dennis Falken, Don Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Robert Hill, Donna Ramsay, Royce Emerick, Terri Bortnem, Wm. Mark Kratochvil, Janet Willmott, Ted Eggebraaten, Gregg Jongeling, Cyndi Ault, Teresa Anderson, John Andrews, and Brian Eclov.

Chairperson Deanna Santema called the meeting to order.

CONSENT AGENDA

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the August 17, 2004 meeting and the minutes from the August 10, 2004 Commission Meeting.

Travel/Education: Teresa Anderson to go to Sioux Falls, SD on August 27, 2004 to attend a Microsoft Office Workshop.

ROUTINE BUSINESS

Auditor, Janet Willmott met with the board to discuss a check to Western Wireless. Be it noted, the board authorized Auditor, Janet Willmott to void Brookings County Check # 050358, paid to the order of Western Wireless, in the amount of \$7,195.69. Western Wireless Corporation returned the Property Tax Refund check due to recent developments and a law suit pertaining to the taxation of wireless telecommunications.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report.

Be it noted, Register of Deeds statement of fees was filed in the County Auditor's Office collected for the month of July 2004 in the amount of \$22,573.00.

Be it noted, the Highway transfers for the month of July 2004, \$9,262.98 was transferred for expenditures to increase the Highway budget due to work performed and supplies furnished for various non-highway departments.

Be it noted, Bakken submitted the following quotes for the Brookings County Highway Department for 7,500 Gallons of Ethanol Blend Gasoline: Ag First Farmers Coop, Volga \$1.642; Cenex, Elkton \$1.643; Martins Inc., Brookings \$1.644. Ag First Farmers Coop, Volga was awarded the quote at \$1.642. 7,500 Gallons of # 2 Premium Diesel: Ag First Farmers Coop, Volga \$1.355; Cenex, Elkton \$1.348; Martins Inc., Brookings \$1.337. Martins Inc., Brookings was awarded the quote at \$1.337.

Be it noted, Bakken submitted the premium rates for the 2004-2005 plan year for Delta Dental Insurance, and the 2005 rate information from the SDML Workers' Compensation Board of Trustees.

Commission Assistant/Personnel Director, Stephanie Vogel presented the board with the Commission Assistant/Personnel Director Report. Vogel updated the board on Personnel Items, the Director of Equalization floor plan in the 1921 Building, the Housing Board information, Checking Accounts in the Extension Department, and discussed the Brookings County Policy on the use of alcohol in the County Resource Meeting Rooms.

Motion by Larson, seconded by Falken, to approve the one time rental of the Brookings County Resource Meeting Room; the room would be rented by the Swiftel Center for a Wedding Reception to be held on Saturday, September 18, 2004. The rental for the reception would follow under the Swiftel Center Rental Guidelines; as Swiftel Center would staff and insure the Resource Room for the reception. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Be it noted, Vogel distributed the Treasurer's Report for July 2004, the 2004 DOJ/OJP Grant Requests, minutes from SDACC Board meetings, and correspondence from the Department of Environment and Natural Resources.

Be it noted, the Board approved the following Personnel Action Notice: Promotion for Doris Knutson from Equalization Clerk II to Appraiser I.

REGULAR BUSINESS

Highway Superintendent, Ted Eggebraaten and Gregg Jongeling with Banner Associates Inc. met with the board to discuss the progress of the 1921 Building Parking Lot project.

Eggebraaten updated the board on the Seal Coat program and presented agreements from DM&E Railroad for the Volga, SD and Elkton, SD Railroad projects. Be it noted, the board approved and authorized Eggebraaten to sign the presented agreements.

Eggebraaten presented Resolutions # 04-34 and #04-35 for Brookings County Bridges # 06-220-113 and #06-160-057.

Motion by Negstad, seconded by Klavetter, to approve and authorize Chairperson Santema to sign Resolution # 04-34; a Resolution for the County Federal Aid Bridge Replacement or Rehabilitation Program. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

RESOLUTION #04-34

County Federal Aid Bridge Replacement or Rehabilitation Program

WHEREAS, the Brookings County Board of County Commissioners desire the replacement of the bridge hereinafter described:

LOCATION AND LENGTH: Str. #06-220-113 located 2 mi. W & 3.7 mi. N of Bushnell.

AND WHEREAS, Brookings County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

AND WHEREAS, Brookings County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Special Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement for the following reasons:

1. The sufficiency rating is 38.4.
2. The bridge is not located on a County or Township designated Minimum Maintenance Road.
3. The load carrying capacity of the existing bridge cannot be improved to carry legal loads by rehabilitation of the existing bridge.

NOW THEREFORE BE IT RESOLVED, that the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the approved Secondary Road Plan Agreement and the State's "Standard Specifications for Roads and Bridges," the bridge replacement or rehabilitation project at the above described location. Consultant services are to be with Federal Participation. Preliminary Engineering Services by State Forces with Federal Participation are the Hydraulic Study and the Foundations Investigation (if necessary). Construction administration is to be handled by State forces with Federal Participation.

Brookings County will have sufficient funding available during calendar year 2005 to match available Special Bridge Replacement Funds.

Vote of Commissioners: Yes—5, No—0

Dated at Brookings, SD, this 17th day of August, 2004.

ATTEST:

Deanna Santema, Chairperson
Brookings County Commission

Janet Willmott, County Auditor

Motion by Falken, seconded by Negstad, to approve and authorize Chairperson Santema to sign Resolution # 04-35; a Resolution for the County Federal Aid Bridge Replacement or Rehabilitation Program. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

RESOLUTION #04-35

County Federal Aid Bridge Replacement or Rehabilitation Program

WHEREAS, the Brookings County Board of County Commissioners desire the replacement of the bridge hereinafter described:

LOCATION AND LENGTH: Str. # 06-160-057 located 10.3 mi. N & 1mi. w of Brookings.

AND WHEREAS, Brookings County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

AND WHEREAS, Brookings County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Special Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement for the following reasons:

1. The sufficiency rating is 36.9.
2. The bridge is not located on a County or Township designated Minimum Maintenance Road.
3. The load carrying capacity of the existing bridge cannot be improved to carry legal loads by rehabilitation of the existing bridge.

NOW THEREFORE BE IT RESOLVED, that the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the approved Secondary Road Plan Agreement and the State's "Standard Specifications for Roads and Bridges," the bridge replacement or rehabilitation project at the above described location. Consultant services are to be with Federal Participation. Preliminary Engineering Services by State Forces with Federal Participation are the Hydraulic Study and the Foundations Investigation (if necessary). Construction administration is to be handled by State forces with Federal Participation.

Brookings County will have sufficient funds available during calendar year 2005 to match available Special Bridge Replacement Funds.

Vote of Commissioners: Yes—5, No—0

Dated at Brookings, SD, this 17th day of August, 2004.

ATTEST:

Deanna Santema, Chairperson
Brookings County Commission

Janet Willmott, County Auditor

Motion by Falken, seconded by Klavetter, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$7,134.28; Reason: Program Funding for DOJ/OJP Equipment - 2003 Part 1 Grant; Receipt # 88489: Line #22600X4296222. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

EXECUTIVE SESSION

Motion by Klavetter, seconded by Falken, to go into executive session at 9:17am. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Chair Santema declared executive session over at 9:31am. Reason - Personnel Matters. No action at this time.

REGULAR BUSINESS

Motion by Larson, seconded by Negstad, to appoint Mary Kidwiler to the Brookings County Planning/Zoning Board District # 3 to fulfill the unexpired term of Mike Kidwiler. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Emergency Management Deputy Director, Teresa Anderson met with the board to discuss the Brookings County Community Emergency Response Team (CERT) Program. Anderson presented the current roster of active members.

Motion by Negstad, seconded by Falken, to approve the Current Roster of Active Members as follows: Eugene Beckwith, Aurora, SD; Cathy Bolzer, Brookings, SD; Michael Borstad, Brookings, SD; Richard Canaday, Brookings, SD; David Cutshall, Brookings, SD; Barbara DeBeer, Brookings, SD; Jean Engen, Brookings, SD; Mary Geise, Aurora, SD; Connie Granbois, Brookings, SD; Darrell Granbois, Brookings, SD; Robin Hendricks, Brookings, SD; Robert Hill, Brookings, SD; Lawrence W.O. Holmes, Brookings, SD; Diane Kriese, Brookings, SD; Lori Krogman, Brookings, SD; Dawn McCarthy, Brookings, SD; Billi Jo Meyer, Aurora, SD; Terry Miller, Brookings, SD; Melissa Mitchell, Brookings, SD; Dina Mittan, Toronto, SD; Kurt Narveson, Volga, SD; Wendy Olson, Aurora, SD; Joshua Petersen, White, SD; Jodi Pierce, Volga, SD; Diane Potthast, Aurora, SD; Lee Powers, Brookings, SD; Chuck Smith, Aurora, SD; Kris Struwe, Brookings, SD; Barbara Telkamp, Brookings, SD; Roger Telkamp, Brookings, SD; Jennifer Torgerson, Brookings, SD; and Wayne R. Williams, Elkton, SD. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

COMMISSIONER'S OPEN DISCUSSION

Deputy Director of Equalization, Cyndi Ault met with the board to discuss the floor plan for the Director of Equalization office in the 1921 Building.

Commissioner Klavetter updated the board on the Sioux Valley District 8 County meeting, the Industrial Livestock Operations workshop, and the 2005 Budget Hearings.

Commissioner Falken updated the board on the 2005 Budget Hearings and the Industrial Livestock Operations workshop.

Commissioner Negstad updated the board on the 2005 Budget Hearings, Conservation District meeting, the Sioux Valley District 8 County meeting, the Industrial Livestock Operations workshop.

Commissioner Larson updated the board on the 2005 Budget Hearings and the Industrial Livestock Operations workshop.

Chairperson Santema updated the board on the Sioux Valley District 8 County meeting, the 2005 Budget Hearings, the LEPC meeting, and the Industrial Livestock Operations workshop.

Be it noted, the board discussed the Sioux Valley District 8 County meeting, Building Permits, Inspection Fees, the Catastrophic Legal Budget, and the Brookings Area Transit Authority

EXECUTIVE SESSION

Motion by Klavetter, seconded by Falken, to go into executive session at 10:10am. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Chairperson Santema declared executive session over at 11:49am. Reason - Legal and Personnel Matters. No action at this time.

REGULAR BUSINESS

Auditor, Janet Willmott met with the board to present the Provisional Budget for Brookings County, South Dakota, for the year of January 1, 2005 through December 31, 2005. Motion by Falken, seconded by Santema, to approve and authorize the Chairperson Santema and Brookings County Auditor, Janet Willmott to sign Resolution # 04-36. A Resolution for the Adoption of 2005 Provisional Budget for Brookings County, South Dakota. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

ADJOURNMENT

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, August 24, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

Kelly Bakken
Deputy Auditor
Brookings County Auditor's Office